

**DOJ-PAROLE AND PROBATION ADMINISTRATION REGION 02
ANNUAL PROCUREMENT PLAN FOR FY 2020**


Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOE	CO	
LOCAL TRAININGS												
5020201002	Training Venue, Accommodation and catering services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	250,000.00	250,000.00	N/A	Various Training (i.e., Training/Seminar/Workshop related to RA 9165; Training/Seminar/Workshop on Rehabilitation Program, GAD) Regional Management Conference, General Assembly with Personnel Development and Various Committee Meetings (Awarding of Contracts are during 1st Quarter, 2nd Quarter, 3rd Quarter and 4th Quarter)
5020201002	Training Venue, Accommodation and catering services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	250,000.00	250,000.00	N/A	
SUPPLIES AND MATERIALS												
5020301002	Common Use Supplies and Materials Available at Procurement Service	RO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	387,509.00	327,734.00	N/A	To be procured from PS-DBM
5020301002	Supplies and Materials not Available at Procurement Service	RO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	396,491.00	455,266.00	N/A	To be procured as the need arises and supplies needed for trainings
5020309000	Fuel and Lubricants Expenses	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	129,000.00	129,000.00	N/A	To be procured as the need arises
5020302000	Accountable Forms (Check)	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00	N/A	To be procured as the need arises
UTILITIES												
5020401000	Water	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	7,000.00	7,000.00	N/A	Supply and delivery of drinking water
5020402000	Electricity Services	RO/CAG2	Direct Contracting	N/A	N/A	N/A	N/A	GoP	69,000.00	69,000.00	N/A	Cagayan 2 Power Supply
POSTAGE AND DELIVERY												
5020501000	Postage and Courier Services	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	163,000.00	163,000.00	N/A	To be procured as the need arises
COMMUNICATIONS												
5020502001	Mobile Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	N/A	Regional Office Phone Line requirement and Provision for RD and ARD's Load Allowance Regional Office Telephone Requirement
5020502002	Landline Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	67,000.00	67,000.00	N/A	
5020503000	Internet Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	356,000.00	356,000.00	N/A	Provision for Internet Load Allowance of 8 Field Offices
5020504000	Cable, Satellite, Telegraph and Radio Services	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00	N/A	Annual Subscription of cable television services at RO
LEGAL SERVICES												
5021101000	Legal Services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	2,000.00	2,000.00	N/A	To be procured as the need arises
OTHER PROFESSIONAL SERVICES												
5021199000	Speaking Services	RO	NP-53.7 Highly Technical Consultants	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	N/A	Lecture for trainings
5021199000	Job Orders for other services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	513,000.00	513,000.00	N/A	Procurement of services of support staff and driver

JANITORIAL SERVICES												
5021202000	Janitorial services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	116,000.00	116,000.00	N/A	Contract of Service for 9 Utility Workers of RO and FOs (Contract of Signing is January and July 2019)
REPAIR AND MAINTENANCE												
5021305002	RM-Office Equipment (Parts/Materials)	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	59,000.00	59,000.00	N/A	Repair and Maintenance of Office Equipments in RO and FOs
5021306001	RM-Motor Vehicles (Parts/Materials)	RO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	69,000.00	69,000.00	N/A	Preventive Maintenance of SUV and Replacement of defective parts as the need arises and steps board of SUV SAA 4645
5021307000	RM-Furniture and Fixture (Parts/Materials)	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	N/A	Repair of Furnitures and Fixtures in the RO and FOs
INSURANCE SERVICES												
5021503000	Registration and Insurance of Motor Vehicles	RO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	7,000.00	7,000.00	N/A	Registration and Insurance Coverage of PPAR2 Service Vehicles
5021502000	Fidelity Bond	RO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	22,000.00	22,000.00	N/A	Renewal of Bond of RD, AOIV,AOI and Property Officer
ADVERTISING SERVICES												
5029901000	Advertising Services	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00	N/A	To be procured as the need arises
PRINTING AND PUBLICATION												
5029902000	Printing and Publication Services	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	42,000.00	42,000.00	N/A	To be procured as the need arises
5029902000	Printing of Tarpaulin for Various Activities	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	N/A	To be procured as the need arises
RENTALS												
5029905001	Office Space	CAG2	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	78,000.00	78,000.00	N/A	Office Space for Cagayan 2 PPO
5029905005	Quarters (RD/ARD)	RO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	42,000.00	42,000.00	N/A	Quarters of RD/ARD
5029905004	Office Equipment	RO/FO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	10,000.00	10,000.00	N/A	To be procured as the need arises
5029907099	Subscription	RO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	1,000.00	1,000.00	N/A	To be procured as the need arises
TOTAL									3,122,000.00	3,121,000.00		

Prepared by:

Recommending Approval : **BIDS AND AWARDS COMMITTEE**

Approved by:



OLIVE GRACE F. PAGALILAUAN
 BAC Secretariat


CPPO MA. CRISTINA C. VIBAR
 Member


CPPO HILARIO D. YASTO
 Member


BENITA L. MARAMAG, DPA
 Regional Director

Funds Available:


APOLINARIO B. EBO JR.
 Accountant


CPPO ROSSANA B. DONALVO
 Member


CPPO MARIA EMELIE C. CALAGUI
 Member